

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
MARCH 25, 2013 – REGULAR SESSION**

The Board of Island County Commissioners convened in Regular Session at 11:00 a.m. on March 25, 2013 for a Roundtable with Elected Officials and Appointed Department Heads, held in the Board of County Commissioners Hearing Room, Annex Building, 1 NE 6th Street, Coupeville, Washington. Other topics for the Regular Session followed at 2:00 p.m. as shown on the agenda. Kelly Emerson, Chair, Helen Price Johnson, Member, and Jill Johnson, Member, were present.

ROUNDTABLE WITH ISLAND COUNTY
ELECTED OFFICIALS AND APPOINTED DEPARTMENT HEADS
[Audio Recording](#)

Elected Officials and Appointed Department Heads Attending:

Melanie Bacon	Keith Higman	Helen Price Johnson
Greg Banks	Angie Homola	Dan Sherk – <i>Excused</i>
Robert Bishop - <i>Excused</i>	Tim Lawrence	Debra Van Pelt - <i>Excused</i>
Mark Brown	Elaine Marlow	
Sheilah Crider	Ana Maria d. Nuñez	
Kelly Emerson	Bill Oakes – <i>Excused</i>	
Mary Engle	Bob Pederson – <i>Excused</i>	
Jackie Henderson	Brooke Powell	

Together with the monthly departmental roundtable reports by Elected Officials and Appointed Department Heads, agenda items included:

Develop a Process to Fast Track Temporary Hiring in Emergency Services – Jackie Henderson
Dialogue ensued about the need to develop a process to fast track the hiring of temporary help when an employee must be out of the office on leave. Ideas were suggested for search and approval capacity.

Shared Revenue Letter – Commissioner Price Johnson (Handout Provided)

The letter was revised as suggested by Elected Officials. Debbie will prepare the letter in a final form and circulate for signature and mailing to Legislators.

Roundtable adjourned at 11:45 a.m. The next Roundtable is scheduled for April 22, 2013 at 11:00 a.m.

The Board of Island County Commissioners (including Diking Improvement District #4) met at 2:00 p.m. to consider items contained on the agenda. The meeting began with the Pledge of Allegiance.

Note: To view the video recording of this meeting, go to the County's [website](#) or directly to [the video](#). If you are interested only in a specific topic, click on the timestamp located on [the agenda](#) for that particular issue to hear the discussion.

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ACTION TO AMEND THE REGULAR AGENDA:

Motion by Commissioner Price Johnson to amend the Regular Agenda to include a Letter in Support of I-COM's Application and Certification of Need for Additional Funding – Modernization of 911 System to NG911 Capabilities, second by Commissioner Johnson. Motion carried 3-0

PUBLIC INPUT OR COMMENTS

Public input or comments were offered by:

- Garrett Newkirk (*Handout*)

CONSENT AGENDA

[Documents on file with the Clerk of the Board]

Pre-audited bills: \$489,473.77
Vouchers: \$820,502.18
Electronic funds transfers: \$18,375.23
Payroll: None
Minutes: None

GSA

Amendment No. 2 to Use and Occupancy Agreement Family Resource Center Camano Island with Skagit County Public Hospital District No. 1 (Skagit Valley Hospital). This amendment approves Skagit Valley Hospital's grant-funded remodel to the Facility, and provides that upon termination of the lease, the County would accept the alterations to the Facility. Amount: \$0 (RM-GSA-2013-65)

Public Works – County Roads

- Retainage Bond – Freeland Main Street Sidewalk Project; CRP 12-03; Krieg Construction Co., Inc.; (Contract/Contract Bond signed March 18, 2013)
- County Road Administration Board Annual Reports (CRAB) – Traffic Laws Enforcement Certification 2012; Fish Passage Barrier Removal Certification 2012; Annual Certification 2012
- Resolution C-21-13 (R-11-13) Declaration that Contracting to Relocate Electrical Utility Facilities is a Sole Source Purchase Exempt from Competitive Bidding
- Purchase Order No. 7884 – Snohomish PUD No. 1; Relocations of Power Poles and tree trimming; CRP 11-01, East Camano Dr./Elger Bay Rd./Monticello Dr. intersection improvement project Amount: \$85,501 (RM-PW-2013-67) (PW-1320-030)
- Supplemental Agreement No. 1 – Perteet, Inc.; Terry's Corner Phase 4; Completion Date extended to December 31, 2013 (RM-PW-2013-69) (PW-1320-035)
- Local Agency Federal Aid Project Prospectus – WA State Department of Transportation (WSDOT); Project Proposal – widen and resurfacing of North Camano Drive/Terry's Corner, Camano Island
- Resolution C-22-13 (R-12-13) Initiating a County Road Project Designated as CRP 13-05; County Wide Digital Aerial Imagery
- Local Agency Federal Aid Project Prospectus – WA State Department of Transportation (WSDOT); Project Proposal – Island Sub-Region RTPPO Multijurisdictional Signage Program

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- Supplement Number 1 – WSDOT; Local Agency Agreement- LAA7538; Island Sub-Region RTP0 Signage Program; consolidate/improve roadway signage – Island County, Coupeville, Langley & Oak Harbor; Amount: \$83,843 (Federal/\$71,757) (County/\$12,086) (RM-PW-2013-75) (PW-1320-036)

Solid Waste

Amendment No. 1 – WA State Department of Ecology; Coordinated Prevention Grant No. G1200273; Maintain eligibility of collection/recycling of mercury bearing lamps and decrease funding to \$261,602.67 (RM-SW-2013-64)

ACTION TAKEN:

Motion by Commissioner Price Johnson to approve the Consent Agenda as presented, second by Commissioner Johnson. Motion carried 3-0

REGULAR AGENDA

[Documents on file with the Clerk of the Board]

Commissioners

Consider Appointments and/or Re-Appointments to Boards and Committees
Recommendation of Appointment to the Joint Administration Board, Unincorporated Position #2

ACTION TAKEN:

Motion by Commissioner Price Johnson to appoint Robyn Meyers to the Joint Administration Board, Unincorporated Position #2, second by Commissioner Johnson. Motion carried 3-0

Commissioners

Recommendation of Appointment to the Conservation Futures Citizens Advisory Board (CAB), Position #5

ACTION TAKEN:

Motion by Commissioner Johnson to appoint Joe Mosolino to the Conservation Futures Citizens Advisory Board (CAB), Position #5, second by Commissioner Price Johnson. Motion carried 3-0

Commissioners

Resolution C-23-13 Changing the Schedule of Monday Regular Meetings of the Board of County Commissioners. In an effort to encourage greater public participation at the Commissioners' regularly scheduled Monday meetings, the proposed Resolution changes the start time of the Commissioners' meeting held on the fourth Monday from 2:00 p.m. to 6:00 p.m.

Commissioner Emerson indicated that adoption of the proposed resolution would provide an opportunity for the public to attend one monthly evening meeting, on the fourth Monday of each month.

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ACTION TAKEN:

Motion by Commissioner Price Johnson to adopt Resolution C-23-13 Changing the Schedule of Monday Regular Meetings of the Board of County Commissioners, second by Commissioner Johnson. Motion carried 3-0

Commissioners

Resolution C-24-13 Acknowledging and Recognizing the Centennial of the Washington State Parks and Recreation System

ACTION TAKEN:

Motion by Commissioner Price Johnson to adopt Resolution C-24-13 Acknowledging and Recognizing the Centennial of the Washington State Parks and Recreation System, second by Commissioner Emerson. Motion carried 3-0

Commissioners

Letter in Support of I-COM's Application and Certification of Need for Additional Funding – Modernization of 911 System to NG911 Capabilities

Elaine Marlow, GSA/IT/Budget Director, explained the need for additional funding to support modernization of existing equipment. The requested grant would provide slightly less than \$40,000 to purchase a new audio recorder that would record all calls and radio traffic. The existing system is over 15 years old and cannot meet the next generation 911 state requirements.

ACTION TAKEN:

Motion by Commissioner Price Johnson to authorize the Chair to sign the Letter in Support of I-COM's Application and Certification of Need for Additional Funding – Modernization of 911 System to NG911 Capabilities, second by Commissioner Johnson. Motion carried 3-0

PUBLIC HEARINGS

[Documents on file with the Clerk of the Board]

None scheduled

COMMISSIONERS COMMENTS AND ANNOUNCEMENTS

Commissioner Johnson

- Calendar review
- A variety of Easter egg hunts will occur around the Island on Saturday

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Commissioner Price Johnson

- The Commissioners participated last week in a Tri-County Legislative Dinner and Visit in Olympia
- Attended last week the Freeland Chamber of Commerce meeting where a well-received presentation was provided by the Joint Tourism Board
- On Friday attended the Thriving Communities Conference focused around the local economy
- April 13 is Meerkerk Magic Day at the garden

Commissioner Emerson

- Thank you to fellow board members and Board of Health colleagues for their support on the letter to Congressman Larsen and Senators Murray and Cantwell requesting change in Tri-Care provisions
- Calendar review

Commissioner Emerson recessed the meeting at 2:28 p.m. until 4:30 p.m., when the Board will meet jointly with the Coupeville Town Council in workshop format to review the Ebey's Design Guidelines and Unified Code as recommended by the Historical Preservation Commission.

Annual Joint Workshop with Coupeville Town Council
Review of Ebey's Design Guidelines and Unified Code

Coupeville Town Council – Nancy Conard, Mayor; Council Members: Bob Clay, Molly Hughes, Jackie Henderson, Larry Cort

Town Staff – Nancy Garner, Clerk

Island County – Bob Pederson, Director of Planning & Community Development; Debbie Thompson, Board of County Commissioners Administrative Assistant

Others present and participating: Mark Preiss, Ebey's Reserve Manager, Wilbur Bishop, Vice-Chair of the HPC

[Handouts provided and on file with the Clerk of the Board]

The workshop occurred at the request of the Town and County who committed to an annual review of the Unified Code and Design Guidelines upon adoption of the design review and community design standards in late 2012. It was requested that the Historic Preservation Commission (HPC) suggest recommendations for change to the Unified Code and Design Guidelines, if necessary, based on the guidelines, code and applications received in the first year.

Mr. Pederson indicated that the HPC is recommending changes and suggested that following review, the Town and County direct their respective staff to prepare the final version of the modifications in ordinance format. The documents would then be transmitted to the Town and County Planning Commissions for review and public hearings. Following Planning Commission review and recommendations, the ordinances would be transmitted to the Board of County Commissioners and Coupeville Town Council for final legislative action.

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Following comments from Mr. Preiss and Mr. Bishop, the Town and County collectively began their review of the HPC recommended changes. Additional modifications were agreed upon and are reflected below.

Strike-through and underlined text indicates the HPC's recommended changes

Double underlined bolded text indicates agreed modifications by the Town and County

Design Guidelines

Chapter 3.1 – Getting Started the Right Way (Revision)

Consider a pre-application consultation. Because building design is an evolving process, informal consultation with staff at the outset can be very helpful. Applicants are strongly encouraged to ~~may~~ contact the staff to become acquainted with the design guidelines and review process and to schedule discussions before initiating the design phase. Most pre-application conferences will be with the staff but for complex or detailed proposals within Review Area 1, or where the site is in close proximity to a Contributing Structure, staff will ~~may~~ schedule the a pre-application conference with the HPC.

Design Guidelines

Chapter 4.6.4 – New Residential Construction

7. In the Town of Coupeville and those areas of the Reserve within Review Area 1 that are: 1.) zoned Rural Residential (RR); and 2.) within 100' of Historic Structures, ~~Front~~ porches should be used to emphasize the front entry. When there is no front porch or when a front porch is not a prominent feature of the new house design, the front door ~~must~~ should be oriented facing the street. Broader flexibility with respect to this design criterion is permitted in the remaining parts of the Reserve.

Design Guidelines

Chapter 4.6.4 – New Residential Construction

10. In the Town of Coupeville or those areas of the Reserve within 100' of Historic Structures, building footprints should be no larger than the average footprint size of all buildings located within 200 feet of the site or those that are on parcels contiguous to the common boundary and in the same zone and of similar lot size. Accessory structures (e.g., sheds and garages) ~~are~~ may ~~be~~ excluded from the calculation.

Unified Code

17.04A.090(B)(16) Contingent Exemptions

~~16. Historic preservation projects funded through the Ebey's Forever Grant Program.~~

Unified Code

17.04A.200 Disclosure Statement

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For undeveloped land in Review Area 1, property owners are strongly encouraged to schedule a pre-application conference with staff prior to beginning **planning or design of** any development activities.

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There being no further business to come before the Board the meeting adjourned at 5:58 p.m.
The Board will meet next in Regular Session on April 1, 2013 beginning at 10:00 a.m.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Kelly Emerson, Chair

Helen Price Johnson, Member

Jill Johnson, Member

ATTEST:

Elaine Marlow, Clerk of the Board